
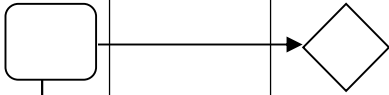
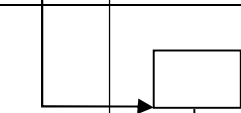
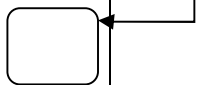


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|---|---|-------------------------|-------------------------------|
|  | UNIVERSITY OF ISLAM NEGERI MAUALANA MALIK IBRAHIM MALANG | SOP Number | FS.UIN-QA/SOP.02.12 |
| | | Date of Creation | |
| | | Date Revised | December 01, 2017 |
| | | Effective Date | January 01, 2018 |
| | | Approved by | Dean of the Faculty of Sharia |
| SOP OF BORROWING FACULTY ASSETS | | Dr. H. Saifullah, M.Hum | |

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| Legal basis: |
| <ul style="list-style-type: none"> • Law No. 20/2003 on the National Education System • Government Regulation No. 17 Year 2010 jo No. 66 Year 2010 on Higher Education • Minister of State Apparatus Empowerment and Bureaucratic Reform of the Republic of Indonesia Minister of State Apparatus Empowerment and Bureaucratic Reform No. 15 of 2014 concerning Guidelines for Service Standards By the Grace of God Almighty • Ministerial Regulation Number 35 of 2012 • Regulation of the Minister of Religious Affairs of the Republic of Indonesia Number 15 of 2017 concerning the Statute of Maulana Malik Ibrahim State Islamic University Malang |
| Linkage to SOPs: |
| <ul style="list-style-type: none"> • SOP of Lecture |
| Notice: |
| |

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| Executor Qualifications: |
| <ul style="list-style-type: none"> • Student/OMIK (on-campus student organization) • General division • Vice Dean II |
| Tools/equipment: |
| <ul style="list-style-type: none"> • Class Schedule for Lecture |
| Recording and Registration |
| |

| No. | Activities | Executor | | | | Standard Quality | Note |
|-----|---|---|------------------|--------------|------------------------|------------------|-------------------|
| | | Student/O MIK | General Division | Vice Dean II | Requirements | Time | Output |
| 1 | Students/OMIK submit a letter of request to the Vice Dean II for borrowing Faculty assets. |  | | | Request letter | 3 minutes | |
| 2 | Students/OMIK receive a memo from the Vice Dean II and deliver it to the Head of General Affairs regarding the borrowing of Faculty assets. |  | | | Memo from Vice Dean II | 3 Minutes | |
| 3 | The Head of General Affairs issues a permit for the borrowing of Faculty assets to the Students/OMIK. |  | | | | 3 Minutes | Permission letter |